

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. Read all instructions printed below and on the FPCA before completing and signing your application.

FEDERAL POST CARD APPLICATION

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)											
APPLICATION FOR STATE OF _____				COUNTY OF _____				CITY OR TOWNSHIP OF _____			
I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.											
1. APPLICANT INFORMATION (See instruction 1.) a. TYPED OR PRINTED NAME (Last, First, Middle Initial) _____ b. SEX c. RACE _____ d. DATE OF BIRTH e. SOCIAL SECURITY NUMBER f. OTHER IDENTIFICATION NO. (passport, ID card) M M D D Y Y — — (A) _____								6. POLITICAL PARTY AFFILIATION (This information is required by most states to send you a ballot for primary elections. See Instructions.) _____			
2. I LAST VOTED or PLACE OF LAST REGISTRATION (Do not leave this section blank. See instructions.) a. YEAR b. COUNTY, CITY, OR TOWNSHIP c. STATE d. VOTER REGISTRATION NO. (if known) _____ (B) _____ _____								7. REMARKS (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See Instructions.) _____ _____			
3. VOTING RESIDENCE (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.) a. LAST DATE OF RESIDENCY _____ b. NUMBER AND STREET (Do not use Post Office Box) _____ c. CITY, TOWN OR VILLAGE d. STATE _____ (C) _____ e. COUNTY OR PARISH f. ZIP CODE (9-digit, if known) _____ — _____								8. AFFIRMATION BY APPLICANT X only one: a, b, c or d I swear/affirm, under penalty of perjury, that I am: (See Instructions) (F) a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent. b. a U.S. citizen temporarily residing outside the U.S. c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent. d. other U.S. citizen residing outside the U.S.			
4. MAIL ABSENTEE BALLOT TO: (Mailing address where you want the ballot to be sent.) _____ _____ _____ (D) _____ _____ _____								e. I am a U.S. citizen, eligible to vote in the above jurisdiction, and subscribed to any required state/local oath or statement. f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated. g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S. h. The information on this form is true and complete. i. SIGNATURE OF APPLICANT j. DATE _____ (G) _____ M M D D Y Y			
5. YOUR FAX NUMBER (If this application is faxed, include all international prefixes. See instructions.) _____ _____								9. WITNESS/NOTARY ADDRESS AND SIGNATURE (If required by state law) _____ DATE SIGNED _____ M M D D Y Y			

Application Instructions

Circled letters on the form above correspond to the instructions below. You must complete all shaded areas.

- A.** The last four digits of your social security number is request.
- B.** Do not leave blank. Enter “N/A” if not applicable or if you are a first time voter.
- C.** Provide the complete street address of your Utah voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location in Item 7. For example: “on Highway _____, 2 miles past Highway _____, across the street from the _____”

gas station.” This address must be different from the one provided in Item 4 and must be within the county where you claim legal voting residence.

- D.** Print the complete address where you want your ballot sent — usually your current mailing address. Your current mailing address must be different from the address you provided in Item 3.
- E.** Provide your political party affiliation.
- F.** Check ONE box.
- G.** You must sign and date the FPCA. By signing, you are swearing or affirming that the information is true and correct.

I. UNIFORMED SERVICES

A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Utah, military voters, and members of the commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

Under Utah law, military voters are defined as:

- members of the U.S. Armed Forces or merchant marine
- civilian employees of the U.S. Government serving overseas
- members of religious groups or welfare agencies officially attached to the Armed Forces overseas
- spouses and dependents of the above

B. Registering and Requesting an Absentee Ballot

During even-numbered years, you may use a single FPCA to request ballots for both the primary and general elections in a calendar year (for local, state and Federal offices).

Registration is not required when using the FPCA to request ballots. When you return the voted ballot you will be temporarily registered.

If you are a member of the Armed Forces or merchant marine or a spouse or dependent of one of these and live in the U.S., the county clerk must receive your FPCA not later than the Friday before the election.

If you are a voter defined in I(A) above and you live overseas, the county clerk must receive your FPCA not later than 20 days before the election.

C. Casting Your Vote

Ballot Return Deadline: Voted ballot must be postmarked at military APO/FPO post office by the day of the election and received by the elections officer before noon on the day of the official canvass following the election (see Item D).

Local election officials mail ballots to persons residing overseas not later than 35 days before the election.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

D. Notary/Witness Requirements

FPCA: No notary or witnessed required.

Ballot Return Envelope: If it is not possible to obtain the military postmark on or before election day a noncommissioned officer or commissioned officer may certify that the ballot was voted on or before election day by writing the following on the exterior of the ballot:

- “I certify that this ballot was voted on or before election day”
- sign and date; and
- clearly print their name and service number below the signature.

E. Electronic Transmission of FPCAs and Ballots

- Some counties in Utah allow you to send your FPCA for registration and ballot request by fax in emergency situations. After faxing, submit the FPCA by mail.
- Some counties in Utah allow you to receive the blank ballot by fax in emergency situations.
- Some counties in Utah allow you to return the voted ballot by fax in emergency situations.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. Use only the following numbers:

DSN 223-5527
(703) 693-5527
1-800-368-8683

F. Special Write-in Absentee Ballot

Utah provides a state special write-in absentee ballot to military voters who will be unable to vote by regular absentee ballot or in person because of military service. This special write-in ballot is only available for general elections.

The FPCA may be used to request this special write-in ballot. In Item 7 of the FPCA, place one of the state special write-in labels from Section III.G. If no labels

Notify Your Local Election Official About Your Current Mailing Address

are available, write in Item 7: "I am unable to vote by regular absentee ballot or in person because of military service. I request a special write-in absentee ballot."

The special write-in ballot is available 90 days before an election and must be requested not later than 30 days before the election. It may be used to vote for Federal offices only. You may vote it by writing a party choice or the names of specific candidates.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

II. CIVILIANS OUTSIDE U.S.

A. Who Can Do It

These procedures apply to persons who are U.S. citizens and residents of Utah, or overseas electors. The term "overseas elector" means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in Utah.

- Utah residents temporarily residing outside the U.S. (Consult Section B below for ballot type eligibility)
- overseas citizens (for ballots for Federal offices only)

B. Registering and Requesting an Absentee Ballot

During even-numbered years, you may use a single FPCA to request ballots for both the primary and general elections in a calendar year.

Registration is not required when using the FPCA to request ballots. When you return the voted ballot you will be temporarily registered.

(1) If you are an unregistered resident temporarily residing outside the U.S. and wish to receive a ballot for local, state and Federal offices, send your FPCA to the County Clerk. The County Clerk will then mail you the state by-mail registration form which must be completed and returned so that it arrives not later than 20 days before the election. Request the state by-mail registration form by submitting an FPCA to the local election official.

If you are an unregistered resident temporarily residing outside the U.S. and wish to vote a ballot for Federal offices only, the county clerk must receive your FPCA

request for a ballot for Federal offices not later than 30 days before the election. In this case, you are considered an overseas citizen.

If you are a registered resident temporarily residing outside the U.S., the county clerk must receive your FPCA not later than 20 days before the election. You will receive ballots for local, state and Federal offices.

If you are an overseas citizen, the county clerk must receive your FPCA not later than 30 days before the election. You will be temporarily registered.

C. Casting Your Vote

Ballot Return Deadline: Voted ballot must arrive at the county clerk by noon on the Monday after the election. **Postmark** your voted ballot by the day before the election.

Local election officials mail ballots to persons residing overseas not later than 35 days before the election.

If you have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

D. Notary/Witness Requirements

No registration or voting materials are notarized or witnessed.

E. Electronic Transmission of FPCA and Ballots

- Some counties in Utah allow you to send your FPCA for registration and ballot request by fax in emergency situations. After faxing, submit the FPCA by mail.
- Some counties in Utah allow you to receive the blank ballot by fax in emergency situations.
- Some counties in Utah allow you to return the voted ballot by fax in emergency situations.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. Use only the following numbers:

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Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

A. Bars to Registration and Voting

Persons incarcerated for a felony conviction or persons found mentally incompetent may not register or vote, unless civil rights have been restored.

B. Cancellation of Registration

Temporary registration is canceled at the end of the calendar year.

C. Action on Registration Requests

A ballot or a state by-mail registration form is sent, as appropriate.

D. Action If Registration Is Denied

If registration is denied, consult a legal assistance officer or civilian counsel.

E. Late Registration

Any member of the Armed Forces, merchant marine or any civilian citizen who was discharged from overseas service or employment too late to meet the regular state registration deadline, may register to vote by filing an

affidavit establishing his or her eligibility to vote with the county clerk of his or her county of voting residence by noon on the day before the election.

F. Where To Send It

Mail the FPCA to the County Clerk, county of voting residence, as listed below:

County	County Seat	Zip Code
Beaver	PO Box 392, Beaver	84713-0392
Box Elder	01 S. Main Street, Brigham City	84302-2599
Cache	170 No. Main Street, Logan	84321-4567
Carbon	120 East Main, Price	84501-3057
Daggett	PO Box 218, Manila	84046-0218
Davis	PO Box 618, Farmington	84025-0618
Duchesne	PO Box 270, Duchesne	84021-0270
Emery	PO Box 907, Castle Dale	84513-0907
Garfield	PO Box 77, Panguitch	84759-0077
Grand	125 E. Center, Moab	84532-2492
Iron	PO Box 429, Parowan	84761-0429
Juab	160 N. Main, Nephi	84648-1412
Kane	76 North Main, Kanab	84741-0050
Millard	765 S. Highway 99, Fillmore	84631-5002
Morgan	PO Box 886, Morgan	84050-0886
Piute	PO Box 99, Junction	84740-0099
Rich	20 South Main, PO Box 218, Randolph	84064-0218
Salt Lake	2001 S. State St., #S1100, Salt Lake City	84190-1051
San Juan	PO Box 338, Monticello	84535-0338
Sanpete	160 N. Main, Manti	84642-1268
Sevier	PO Box 517, Richfield	84701-0517
Summit	PO Box 128, Coalville	84017-0128
Tooele	47 So. Main, Tooele	84074-2194
Uintah	147 East Main, Vernal	84078-2643
Utah	100 East Center, Room 3100, Provo	84606-3106
Wasatch	25 No. Main, Heber City	84032-1827
Washington	197 E. Tabernacle, Saint George	84770-3473
Wayne	PO Box 189, Loa	84747-0189
Weber	2380 Washington Blvd., 3rd Floor, Ogden	84401-1456

VOTE = Voice Out To Everyone

by James J. Mealey, USMC, Washington, DC

If needed, place one of the following stick-on labels in Item 7 of the FPCA:

"I am unable to vote by regular absentee ballot or in person because of military service. I request a special write-in absentee ballot."

"I am unable to vote by regular absentee ballot or in person because of military service. I request a special write-in absentee ballot."

